Title of Bid: Low Voltage and Communication Installation Services  

Bid #: 20-041

Dept.: Facilities Management  

Contact Person: Mike Eilers  

Ext.: 1890

Description (product/service, justification and use):

This bid is for work associated with outsourcing the low voltage needs for the County. The scope for this bid includes the hourly rate for installation of low voltage and communication cabling and equipment associated with data, phone and audio-visual requirements. This bid also included the lift rental rate and material mark-up for the lift and provided materials to complete a given job. This work is projected to occur throughout a given year and is to be awarded on an as-needed basis on requests from the Facilities Management, Construction Management and Information Systems departments.

The total value of the award has been included in the 2020 approved budget as allocated by projected need. The value of the work will not exceed the value noted collectively between all three departments, nor is the total value expected to be disbursed.

Account to be used are as follows:

Construction Management - 3019800-47260  
Information Services - 3019800-47708  
Facilities Management - 3019800-47709

Award to: TSI Global Companies, LLC  

Location: St Charles, MO

Price: $ 75,000.00  

Contract term (if applicable): 1 year with option for 2nd and 3rd year extension

Bid opening held on: 2-19-2020  

Opened by: Kurt Mandernack

Account number to be charged for purchase: See note above

If bid was not awarded to lowest bidder, please explain:

If paying with grant funds, please indicate (1) grant name, (2) total grant amount, (3) what portion of purchase is being paid for by a grant, and (4) when grant period ends as applicable:
FORMAL BID – REQUEST FOR APPROVAL

Additional Bids Received

The following additional bids were received:

Vendor: Wireless USA
Location: Maryland Heights, MO
Meets all specifications: Yes
Price: See Attached Bid Tab

Vendor: Rowles Electric
Location: Wentzville, MO
Meets all specifications: Yes
Price: See Attached Bid Tab

Vendor: Reinhold Electric
Location: St. Louis, MO
Meets all specifications: Yes
Price: See Attached Bid Tab

Vendor: Benson Electric Company
Location: St. Louis, MO
Meets all specifications: Yes
Price: See Attached Bid Tab

Vendor: 
Location: 
Meets all specifications: No
Price: 

Vendor: 
Location: 
Meets all specifications: No
Price: 

Vendor: 
Location: 
Meets all specifications: No
Price: 

Vendor: 
Location: 
Meets all specifications: No
Price: 

For each vendor that doesn’t meet specifications, please explain why:

Vendor: 

Vendor: 

☐ Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.

[Signature]
Department Director/Elected Official Signature

3/2/2020
Date

3.3.20
Date

Approval or Concurrence of Director of Finance

BELOW ONLY TO BE COMPLETED FOR BIDS AT LEAST $15,000 AND LESS THAN $50,000. See instructions at the top of pg. 1.

Director of Administration Signature

Date
<table>
<thead>
<tr>
<th>Company</th>
<th>First Year</th>
<th>Second Year</th>
<th>Third Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TSI Global</strong></td>
<td>Hourly Rate</td>
<td>Renewal Rate</td>
<td>Renewal Rate</td>
</tr>
<tr>
<td>Journeyman</td>
<td>$69.50</td>
<td>$71.74</td>
<td>$73.90</td>
</tr>
<tr>
<td>Apprentice</td>
<td>$48.00</td>
<td>$49.50</td>
<td>$51.00</td>
</tr>
<tr>
<td>Lift Rate (19' Scissor) (+$200 delivery/pickup per site)</td>
<td>$82.00</td>
<td>$85.00</td>
<td>$87.00</td>
</tr>
<tr>
<td>Makrup %</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td>Lift Rental Markup</td>
<td>5%</td>
<td>5%</td>
<td>5%</td>
</tr>
<tr>
<td><strong>Reinhold Electric</strong></td>
<td>First Year</td>
<td>Second Year</td>
<td>Third Year</td>
</tr>
<tr>
<td>Journeyman</td>
<td>$98.00</td>
<td>$100.00</td>
<td>$102.00</td>
</tr>
<tr>
<td>Apprentice</td>
<td>$85.00</td>
<td>$87.00</td>
<td>$89.00</td>
</tr>
<tr>
<td>Lift Rate</td>
<td>$130.00</td>
<td>$130.00</td>
<td>$130.00</td>
</tr>
<tr>
<td>Makrup %</td>
<td>1000%</td>
<td>1000%</td>
<td>1000%</td>
</tr>
<tr>
<td>Lift Rental Markup</td>
<td>1000%</td>
<td>1000%</td>
<td>1000%</td>
</tr>
<tr>
<td><strong>Rolwes Electric</strong></td>
<td>First Year</td>
<td>Second Year</td>
<td>Third Year</td>
</tr>
<tr>
<td>Journeyman</td>
<td>$70.00</td>
<td>$72.50</td>
<td>$75.00</td>
</tr>
<tr>
<td>Apprentice</td>
<td>$59.00</td>
<td>$59.00</td>
<td>$59.00</td>
</tr>
<tr>
<td>Lift Rate</td>
<td>$90.00</td>
<td>$90.00</td>
<td>$90.00</td>
</tr>
<tr>
<td>Makrup %</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td>Lift Rental Markup</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Benson Electric</strong></td>
<td>First Year</td>
<td>Second Year</td>
<td>Third Year</td>
</tr>
<tr>
<td>Journeyman</td>
<td>$95.39</td>
<td>$97.94</td>
<td>$100.55</td>
</tr>
<tr>
<td>Apprentice</td>
<td>$65.14</td>
<td>$67.09</td>
<td>$69.10</td>
</tr>
<tr>
<td>Lift Rate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Makrup %</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td>Lift Rental Markup</td>
<td>5%</td>
<td>5%</td>
<td>5%</td>
</tr>
<tr>
<td><strong>Wireless USA</strong></td>
<td>First Year</td>
<td>Second Year</td>
<td>Third Year</td>
</tr>
<tr>
<td>Journeyman</td>
<td>$85.00</td>
<td>$87.55</td>
<td>$90.18</td>
</tr>
<tr>
<td>Apprentice</td>
<td>$85.00</td>
<td>$87.55</td>
<td>$90.18</td>
</tr>
<tr>
<td>Lift Rate</td>
<td>$12.50</td>
<td>$12.50</td>
<td>$12.50</td>
</tr>
<tr>
<td>Makrup %</td>
<td>25%</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>Lift Rental Markup</td>
<td>5%</td>
<td>5%</td>
<td>5%</td>
</tr>
</tbody>
</table>
LEGAL NOTICE

INVITATION FOR BID

IFB 20-041

For

Low Voltage and Communication Installation Services

For

ST. CHARLES COUNTY GOVERNMENT
ST. CHARLES, MISSOURI

St. Charles County is seeking bids for Low Voltage and Communication Installation Services. The county with the consent of the vendor shall have the option for two (2) one-year extensions under the same terms and conditions. The county reserves the right to terminate the contract for any violation, by the successful bidder, of any term or condition of the contract by giving thirty (30) days written notice stating the reasons therefore and giving the party time to remedy any deficiencies.
**BID INSTRUCTIONS**

One [1] signed original and one [1] signed copy of the bid must be received in a sealed envelope plainly marked "IFB 20-041 Low Voltage and Communication Installation Services" with the date and time of the bid opening in the lower left corner of the envelope.

An authorized representative of the company/person submitting the bid must sign the bid, in blue ink.

Bids must be submitted to the St. Charles County Finance Department, 201 North Second Street Room 541 St. Charles MO 63301 prior to the bid opening.

**Bid opening will be on 2/19/2020 at 11:00 am, in Room 534 of the St. Charles County Administration Building, 201 North Second Street, St. Charles, MO 63301.**

St. Charles County reserves the right to accept and/or reject any and all bids.

Bid results may be obtained by going to our St Charles County Government website @ http://www.sccmo.org/Bids.aspx click on "show Closed/Awarded/Cancelled bids", select bid and click on "related documents". **No phone calls please.** The time it takes for final bid results to be made public depends on the complexity of the project and the cost of the project.

**BID INQUIRIES**

Any questions or clarifications concerning this Request for Bid must be submitted in writing via E-mail (preferred), mail or fax to:

Pam Luesse  
St. Charles County Government  
Finance Department  
201 North Second Street  
St. Charles, Missouri 63301  
Fax: (636)949-7589  
pluesse@sccmo.org

**Technical inquiries concerning the specifications should be made to:**

Mike Eilers, Project Manager  
Facilities Management Department  
St. Charles County Government  
300 North Second St. Room 101  
St. Charles, Missouri 63301  
Phone (636) 949-7900 Ext 4055  
meilers@sccmo.org

- The bid number and title shall be referenced on all correspondence.
- All questions must be received no later than **3:00 PM 2/13/2020**. Any question received after this deadline may not be answered.

Response to questions/clarifications will be placed on the County's website http://www.sccmo.org/Bids.aspx. Check this website frequently for updates and any addendum that are issued.

---

20-041 Low Voltage and Communication Installation Services  
Page 2 of 22
Prohibited Communication

Contact with any representative, other than through the procedure outlined in the section titled "Bid Inquiries", concerning this request is prohibited PRIOR TO BID OPENING. Representative shall include, but not be limited to, all elected and appointed officials, and employees of St. Charles County and the Agencies within St. Charles County.

Any Offeror engaging in such prohibited communications prior to Bid [or Proposal] Opening may be disqualified at the sole discretion of St. Charles County.
TERMS AND CONDITIONS

- St. Charles County reserves the right to reject any and all bids or parts of a bid and waive technicalities, and to adjust quantities.

- All bids will be considered final. No additions, deletions, corrections, or adjustments will be accepted after the time of bid opening.

- All delivery costs or charges must be included in the F.O.B. destination bid price.

- City, County and State of Missouri Sales Tax and Federal Taxes are not applicable to sales made to St. Charles County and must be excluded.

- Vendor must comply with all Federal and State Employment / Labor regulations including those from the U.S. "Occupational Safety and Health Administration".

- The contract shall be effective for the approximate twelve (12) month period from the date of the notice of award.

- The County, with the consent of the vendor, shall have the option to renew said contract for two (2) additional twelve (12) month periods at the same specifications and terms and conditions of any contract that may be derived from this request for proposal.

- The electronic version of this bid is available upon request. The document was entered into WORD for Microsoft Windows. The Purchasing Office does not guarantee the completeness and accuracy of any information provided on the electronic version. Therefore, respondents are cautioned that the hard copy of this bid on file in the Purchasing Office governs in the event of a discrepancy between the information contained in or on the electronic version and that which is on the hard copy.

- Vendors are required to clearly identify any deviations from the specifications in this document.

- An authorized officer of the company submitting the bid must sign all bids, in blue ink.

- Vendors must submit two [2] signed copies of their bid; one is to be an original and so marked.

- All prices and notations must be in blue ink or typewritten on the attached form. Mistakes must be crossed out, corrections typed adjacent and must be initialed in blue ink by the person signing the bid.

- St. Charles County will not award any bid to an individual or business having any outstanding amounts due from a prior Contract or business relationship with the County or who owes any amount(s) for delinquent Federal, State or Local taxes, fees and licenses.

- Sealed bids received after the designated time of the receipt of the sealed bids will be considered as "No Bid" and "Void" and will not be opened.

Proposal Response from (please complete)

Name of Company or Individual
The successful bidder is specifically denied the right of using in any form or medium the names of St. Charles County or any other public agency within St. Charles County Government for public advertising unless express written permission is granted.

All bidders must possess the necessary and appropriate business and/or professional licenses in their field.

Award will be made to the low responsive, responsible bidder, or to the offeror whose proposal is most advantageous to the County, price and other factors considered including geographic location. When payments are to be made to the County, award will be made to the most advantageous offer.

County reserves the right to accept any item or group of items offered, unless the bidder qualifies his bid by specific limitations. The bid can be on an "all or none" basis if wording in the bid so states and if all items solicited are included in the bid.

When applicable, provide unit prices and extension prices. Where there is disagreement in the unit and extension prices, the unit price shall govern.

MISSOURI PREVAILING HOURLY WAGE RATES

The proposal for this Contract shall be based upon the required payment by the Bidder for wages for each craft or type of workmen required to execute the Contract as determined by the Department of Labor and Industrial Relations of Missouri, pursuant to Sections 290.210 to 290.340, RSMo. For those projects with a total cost of more than $75,000.00, a schedule of such prevailing hourly rate of wages as determined by the Department of Labor and Industrial Relations of Missouri, pursuant to said statutory provisions and made a part of this Contract, Annual Wage Order #26, as of June 26, 2019.

Effective August 28, 2018, the provisions of sections 290.210 to 290.340 shall not apply to the construction of public works for which either the engineer’s estimate of the bid accepted by the City for the total project is in the amount of $75,000.00 or less. For any awarded bid in the amount of $75,000.00 or less that becomes subject to a contract amendment that increases the total project cost in excess of $75,000.00, the provisions of 290.210 to 290.340 shall apply only to that portion of the project that is in excess of $75,000.00.

INSURANCE:

The successful bidder must agree to provide and maintain during the life of the Contract the insurance(s) listed below, in the minimum amounts specified, with an insurance company licensed to do business in the State of Missouri. All policies must name the County as an additional insured and provide for thirty (30) days written notice prior to any material changes or cancellation. Successful bidder will be awarded contract once a Certificate of Insurance is provided.

Workers Compensation: Statutory limits as required by the statutes of the State of Missouri and Employer’s Liability with limits no less than $500,000.
Comprehensive General Liability (including automobile): Limits of no less than $1,000,000/3,000,000/1,000,000 per occurrence or $3,000,000 CSL.

Professional Liability: A minimum of $1,000,000 per claim, $3,000,000 aggregate for the rendering or failure to render appropriate emergency health care services by licensed physicians, nurses, paramedics, emergency medical technicians and ambulance personnel. If written on a claims-made basis, a mutually agreed upon extended reporting period will be negotiated.

**RELIANCE**

- Seller acknowledges that it is, and that buyer relies upon seller as an expert, fully competent in all phases involved in producing, testing and developing, installing, modifying, altering, reconditioning, stocking, servicing and integrating the equipment and/or systems furnished hereunder, and in training of buyer personnel.

- In this context, seller agrees that it will not deny any responsibility or obligation to buyer on the ground that any such phase was originated or accomplished by buyer. Seller shall be responsible for the equipment and/or systems furnished hereunder as though said phases as set forth above were originated and accomplished by it.

- More specifically, and without limiting the above, buyer in originating, furnishing or approving any specification, drawing, plan, change, schedule or other document or part thereof, or any test report, or in accepting any systems, neither accepts responsibility for, nor relieves seller from the performance of all terms and conditions of the Invitation for Bid, and any contract that may be awarded. Any such acts by buyer shall not modify, impair or abrogate any rights of buyer under this Invitation for Bid and any subsequent contract.

Indicate acceptance of all Bid Instructions
Terms and Conditions

---

**EMPLOYMENT OF UNAUTHORIZED ALIENS PROHIBITED** *(Missouri Revised Statutes Section 285.530)*

As a condition for the award of any contract or grant in excess of five thousand dollars by St. Charles County to a business entity, the business entity shall, by sworn affidavit and provision of documentation**, affirm its enrollment and participation in a federal work authorization program (E-Verify) with respect to the employees working in connection with the contracted services. Every such business entity shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. [RSMO 285.530 (2)]

An employer may enroll and participate in a federal work authorization program (E-Verify) and shall verify the employment eligibility of every employee in the employer's hire whose employment commences after the employer enrolls in a federal work authorization program. The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in

---

Proposal Response from (please complete)

Name of Company or Individual
such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section. [RSMO 285.530 (4)]

Any entity contracting with St. Charles County shall only be required to provide the referenced affidavit on an annual basis. A copy of the affidavit is included in this bid request. Vendors may choose to send the required documentation using one of the following options:

- Send the notarized affidavit and E-Verify MOU signature page to: St. Charles County, Attn: Purchasing Manager, 201 N Second Street, Room 541, St. Charles, MO 63301 prior to responding to any solicitations; **OR**
- Send the notarized affidavit and E-Verify MOU signature page along with a bid solicitation response.

These documents will be kept on file. The notarized affidavit and E-Verify MOU signature page will remain current for **one year** from the date of the notarized affidavit.

***PLEASE NOTE:***

Acceptable enrollment and participation documentation consists of a valid copy of the signature page of the *E-Verify Memorandum of Understanding*, completed and signed by the Contractor, and the Department of Homeland Security - Verification Division.

The online address to enroll in the E-verify program is:


---

20-041 Low Voltage and Communication Installation Services

Page 7 of 22

Proposal Response from (please complete)

Name of Company or Individual
OPEN RECORDS

Any and all information contained in or submitted with the bid becomes a public record subject to the Missouri Sunshine Law when the bids are opened. If the bidder believes that any information contained in or submitted with the bid is protected from disclosure by the Missouri Sunshine Law, the bidder must clearly identify what information the bidder believes is so protected and must also clearly identify the legal basis therefor.

VETERAN FRIENDLY EMPLOYMENT POLICY

"Indicate whether you have developed a veteran friendly employment policy and, if so, attach a copy of such policy to your response as a point of information."

_____ "YES" our company has a veteran friendly employment policy.

X  "NO" our company does not have a veteran friendly employment policy.

Please include a copy of your veteran friendly employment policy with your submission.
LOW VOLTAGE AND COMMUNICATION INSTALLATION SERVICES

St. Charles County Government is seeking bids for the install of various types of low voltage and communications systems for the Facilities Management and Information Systems Departments of St. Charles County Government on an as-needed basis. There is no guarantee on the amount of work awarded under this contract. Establishment of this contract allows the Facilities Management and Information Systems Department to be better prepared to meet the low voltage needs of the County in a timely fashion. This Bid is for labor, lift costs, Cat 6, and Cat 6a cable. The Vendor must itemize labor rates and Cat 6, and Cat 6a material mark-up rates such that install of the various low voltage and communications systems can be performed on a time and material cost basis when authorized by the County. Installation of cable may be required at any St. Charles County Government facility located in St. Charles County. Requested bid price is for both journeyman and apprentice hourly rates. This contract may be extended for two additional 1-year terms beyond the first year if both parties are agreeable.

GENERAL CONDITIONS

- The Contractor must directly employ all personnel that are utilized by the Contractor to install low voltage and communication systems. With advance notice and under special circumstances, the Contractor will be allowed to apply for a variance to this self-performance requirement.
- The Contractor must warrant all low voltage and communication installs performed by the Contractor for a minimum period of 12 months. The Contractor’s workmanship and material warranty must be provided in addition to any applicable manufacturers’ warranties.
- The Contractor must possess all proper current state and local licenses to perform low voltage and communications work.
- The Contractor shall provide current aerial lift certifications for operator when an aerial lift is needed to perform work.
- The County reserves the right to utilize various Contractors to install low voltage and communications systems required to serve the best interest of the County. For example, a Contractor that is an authorized installer for Motorola radio equipment.
- The Contractor must perform certification testing on all data cables and issue a printed report to the project manager. The contractor shall own a certification tester that is accurately calibrated.
- The Contractor shall supply all labor and material as required for the execution of the contract.
- Standard County hours of operation are 8:00 a.m. until 5:00 p.m. Monday through Friday except holidays.
- The Contractor shall be able to install cabling office spaces, furniture, communications rooms and an operational data center.
- The bidder agrees to have employees perform a fingerprint background check performed by the Police Department.
- The County buildings currently have cable tray and J hooks throughout the building. Addition of cable tray and/or J hooks may be required to properly support cable runs.

Proposal Response from (please complete)

Name of Company or Individual
SCOPE OF WORK

➢ The following will be on an as-needed basis. There is no guarantee for quantity of work.

  • Provide, install, terminate, and certify Category 6 or 6a in various buildings throughout the County
  • Provide, install, terminate, and certify fiber optic cable
  • Provide, install, and terminate cable for CCTV. County to provide cameras, Contractor to install
  • Contractor shall be able to terminate cables on IDC 66 and 110 blocks
  • Install County provided HDMI cables and TV monitors. Contractor to provide Legrand Wiremold EFSB4 box for all new TV installs
  • Wire and install access control systems
  • Installation of audio video cabling and components.

➢ Vendor will be contacted per job, given a scope of work and asked to provide an estimate.

➢ Installation of cable may be required at any of the St Charles County Government facilities located throughout St. Charles County and an expected vendor will provide their own transportation.
  • See attached Appendix A for a list of County service locations.

➢ The County reserves the right to add additional buildings in which quoted costs would apply to.

➢ Installation of all cabling must comply with all local codes and standards and be properly supported throughout run. Some cable tray and J hooks are already in place, additional ones may need to be added by Contractor.

➢ The Contractor shall be responsible for providing their own tools, equipment, and ladders. County ladders and equipment are not to be used by outside vendors.

➢ The Contractor shall be responsible for properly sleeving and sealing all fire wall penetrations. This also includes and penetrations between floors. Local codes will apply to all cable runs.

➢ The bidders must follow the data cabling specifications set forth by the County
  • See attached Appendix B for part manufacturer and part numbers.

➢ All wire runs shall be labeled with a printed wire wrap type of label, no sharpie labeling. Label of wiring shall comply with current ANSI/TIA-606-B standards.

➢ All wall plates shall be labeled with corresponding end using a printed label, no sharpie labeling. Label of wall plate shall comply with current ANSI/TIA-606-B standards. Wire run and wall plate shall both be labeled. Contractor shall be responsible for providing their own labeler. Labels shall be ½” in height with a legible printed font. Hand written labels are not acceptable.

➢ The County will inspect all work prior to acceptance and payment.

➢ The Contractor shall be solely responsible for discarding of trash and debris associated with any work performed. All trash shall be removed from site by contractor.

➢ The County may elect to provide certain part and equipment for a project. This may include TV wall mounts and HDMI cables. Contractor will be informed if County is providing parts at time of estimate request.

➢ Documentation of certification report shall be provided prior to payment. Cable certification shall conform to ANSI/TIA/EIA-568-B.1 standard. Certification report shall show all cables passing. Certification report shall include the following:
  • Date and time
  • tester model
  • cable ID
  • cable type
- cable length
- wire map
- Propagation Delay
- Delay Skew
- Insertion loss (IL)
- Return Loss (RL)
- Near-End Crosstalk (NEXT)
- Power Sum NEXT (PSNEXT)
- Equal-Level Far-End Crosstalk (ELFEXT)
- Power Sum ELFEXT (PLELFEXT)
- Attenuation-to-Crosstalk (ACR)
- Power sum ACR (PSACR)
- DC Loop Resistance

➢ The Contractor shall have experience in IP and Analog surveillance cameras. This can include but not be limited to new installs, relocations, and troubleshooting.
➢ The Contractor shall have experience in access controls. This includes but is not limited to badge readers, door holders and strikes, and access control panels.
➢ The Contractor shall have response for service and be on-site within 4 hours for non-critical equipment, and 1 hour for critical equipment from when call is first received.
➢ The Contractor shall experience working in an active data center.
➢ The Contractor shall offer emergency service. The need for this is small, but certain circumstances may permit after hour calls for critical equipment.
BID FORM

IFB 20-041

LOW VOLTAGE AND COMMUNICATIONS INSTALLATION SERVICE FEE SCHEDULE

<table>
<thead>
<tr>
<th>Low Voltage Communication Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buyer: LSI GLOBAL COMPANIES, LLC</td>
</tr>
<tr>
<td>(Bidders name)</td>
</tr>
</tbody>
</table>

Submits the following bid for this project:

<table>
<thead>
<tr>
<th></th>
<th>First Year Hourly Cost</th>
<th>Second Year Renewal</th>
<th>Third Year Renewal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journeyman</td>
<td>$69.50</td>
<td>$71.74</td>
<td>$73.90</td>
</tr>
<tr>
<td>Apprentice</td>
<td>$48.00</td>
<td>$49.50</td>
<td>$51.00</td>
</tr>
<tr>
<td>Life Rate (19' Scissor) (+$200 Delivery/Pick-Up Per Site)</td>
<td>$82.00/Day</td>
<td>$85.00</td>
<td>$87.00</td>
</tr>
<tr>
<td>Markup %</td>
<td>%15</td>
<td>%15</td>
<td>%15</td>
</tr>
<tr>
<td>If renting a lift what is the markup over rental?</td>
<td>%15</td>
<td>%15</td>
<td>%15</td>
</tr>
</tbody>
</table>

Please provide an example of the team that would be sent for the following scenarios:

The County will be installing Cat 6 cable from a patch panel in a network closet to a wall jack 200' away. The cable will run in the ceiling using J hooks that will need to be installed.

*This scenario would only require (1) technician unless the cable route is unusually difficult.*

This is an emergency service call in a critical facility. The County has a Cat 6a cable that is run to a 911 dispatch console from the data center. This cable is no longer showing continuity when tested.

*This scenario would require (1) technician with a cable certification tester to determine where continuity has been lost. If the problem is at the panel or at the jack, the problem can be remedied without pulling new cable. If the cable has been compromised, a new cable must be installed and a 2nd technician may be required depending on the cable route.*

Authorized Signature: [Signature]

Date: 1-31-2020

Proposal Response from (please complete)
# Appendix A

## COUNTY SERVICE LOCATIONS

<table>
<thead>
<tr>
<th>Facility</th>
<th>Department</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>Many</td>
<td>201 N 2nd St, St Charles, MO 63301</td>
</tr>
<tr>
<td>Airport</td>
<td>Airport</td>
<td>6390 Grafton Ferry Rd, Portage des Sioux, MO 63373</td>
</tr>
<tr>
<td>Arena</td>
<td>Family Arena</td>
<td>2002 Arena Pkwy, St. Charles, MO 63303</td>
</tr>
<tr>
<td>Broemmelsiek Park</td>
<td>Parks</td>
<td>1615 Schwede Rd, Wentzville, MO 63385</td>
</tr>
<tr>
<td>Corrections</td>
<td>Corrections</td>
<td>301 N 2nd St, St. Charles, MO 63301</td>
</tr>
<tr>
<td>Courthouse</td>
<td>Many</td>
<td>300 N 2nd St, St. Charles, MO 63301</td>
</tr>
<tr>
<td>Central Highway Shed</td>
<td>Highway</td>
<td>2480 St. Peters Howell Rd, St. Peters, MO 63376</td>
</tr>
<tr>
<td>Dispatch</td>
<td>Emergency Communications</td>
<td>1605 Wentzville Pkwy, Wentzville, MO 63386</td>
</tr>
<tr>
<td>Eastern Highway Shed</td>
<td>Highway</td>
<td>2550 Bethman Rd, St. Charles, MO 63301</td>
</tr>
<tr>
<td>Emergency Operations Center</td>
<td>Emergency Communications</td>
<td>1400 TR Hughes Blvd, O'Fallon, MO 63366</td>
</tr>
<tr>
<td>Executive</td>
<td>Executive</td>
<td>100 N 3rd St, St Charles, MO 63301</td>
</tr>
<tr>
<td>Firing Range</td>
<td>Police</td>
<td>1835 Hwy 94 South, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Heritage Museum</td>
<td>Parks</td>
<td>1630 Heritage Landing, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Highway Office</td>
<td>Highway</td>
<td>301 N 3rd St, St Charles, MO 63301</td>
</tr>
<tr>
<td>Humane</td>
<td>Public Health</td>
<td>4850 Mid Rivers Mall Dr, St. Peters, MO 63376</td>
</tr>
<tr>
<td>Indian Camp Creek Park</td>
<td>Parks</td>
<td>2679 Dietrich Rd, Foristell, MO 63344</td>
</tr>
<tr>
<td>Juvenile</td>
<td>Juvenile Justice</td>
<td>1700 S River Rd, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Klondike Park</td>
<td>Parks</td>
<td>4600 Hwy 94 South, Augusta, MO 63332</td>
</tr>
<tr>
<td>Veterans Tribute Park</td>
<td>Parks</td>
<td>1166 Pilman Hill Rd., Weldon Spring, MO 63304</td>
</tr>
<tr>
<td>Service Location</td>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Police Department</td>
<td>101 Sheriff Dierker Ct, O'Fallon, MO 63366</td>
<td></td>
</tr>
<tr>
<td>Public Health</td>
<td>1650 Boone's Lick Rd, St. Charles, MO 63301</td>
<td></td>
</tr>
<tr>
<td>Quail Ridge Park</td>
<td>5501 Quail Ridge Pkwy, Wentzville, MO 63385</td>
<td></td>
</tr>
<tr>
<td>Recycle Central</td>
<td>60 Triad South Dr, St. Charles, MO 63304</td>
<td></td>
</tr>
<tr>
<td>Recycle West /</td>
<td>2110 E. Pitman Ave, Wentzville, MO 63385</td>
<td></td>
</tr>
<tr>
<td>Western Highway Shed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sign Shed</td>
<td>3688 Greens Bottom Rd, St. Charles, MO 63304</td>
<td></td>
</tr>
<tr>
<td>Southern Highway Shed</td>
<td>176 Sprock Rd, Wentzville, MO 63385</td>
<td></td>
</tr>
<tr>
<td>Elections/Municipal Court</td>
<td>397 Turner Blvd, St. Peters, MO 63377</td>
<td></td>
</tr>
<tr>
<td>Missouri Job Center</td>
<td>212 Turner Blvd, St. Peters, MO 63376</td>
<td></td>
</tr>
<tr>
<td>Youth Activity Park</td>
<td>7801 Hwy N, Dardenne Prairie, MO 63368</td>
<td></td>
</tr>
</tbody>
</table>
# APPENDIX B

## COUNTY DATA CABLE AND TERMINATION STANDARDS

<table>
<thead>
<tr>
<th>Component</th>
<th>Manufacturer</th>
<th>Part Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000' Category 6 Plenum Cable</td>
<td>General Cable</td>
<td>General Cable 7131800</td>
</tr>
<tr>
<td></td>
<td>Belden</td>
<td>Belden 3613D15U1000</td>
</tr>
<tr>
<td></td>
<td>Mohawk</td>
<td>Mohawk M58281</td>
</tr>
<tr>
<td></td>
<td>Panduit</td>
<td>Panduit PUP6C04BU-U</td>
</tr>
<tr>
<td>1000' Category 6a Plenum Cable</td>
<td>General Cable</td>
<td>General Cable 7131819</td>
</tr>
<tr>
<td></td>
<td>Belden</td>
<td>Belden 10GXS13D15A1000</td>
</tr>
<tr>
<td></td>
<td>Mohawk</td>
<td>Mohawk M58801</td>
</tr>
<tr>
<td></td>
<td>Panduit</td>
<td>Panduit PUP6XC04BU-UG</td>
</tr>
<tr>
<td>Category 6 RJ-45 insert</td>
<td>Panduit</td>
<td>CJ688TPBU</td>
</tr>
<tr>
<td>Category 6a RJ-45 Insert</td>
<td>Panduit</td>
<td>CJ6X88TGBU</td>
</tr>
<tr>
<td>White 2 port wall plate</td>
<td>Panduit</td>
<td>CFP2EI</td>
</tr>
<tr>
<td>White 4 port wall plate</td>
<td>Panduit</td>
<td>CFP4EI</td>
</tr>
<tr>
<td>White 2 port floor jack</td>
<td>Panduit</td>
<td>CBXQ2IW-A</td>
</tr>
<tr>
<td>24 port patch panel</td>
<td>Panduit</td>
<td>CP24BLY</td>
</tr>
<tr>
<td>24 port angled patch panel</td>
<td>Panduit</td>
<td>CPPA24FMWBLY</td>
</tr>
<tr>
<td>48 port angled patch panel</td>
<td>Panduit</td>
<td>CPPA48FMWBLY</td>
</tr>
</tbody>
</table>

**TSI IS PANDUIT CERTIFIED**
Exception Sheet

If the item(s) and/or services proposed in the response to this bid is in any way different from that contained in this proposal or bid, the bidder is responsible to clearly identify all such differences in the space provided below. Otherwise, it will be assumed that the bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions or differences to the stated specifications (attach additional sheets as needed):

Date: 2/12/2020
Signature: [Signature]
Title: COO
Company: TSI GLOBAL COMPANIES, LLC
Please provide a summary of your qualifications and experience.

TSI is a full-service, licensed and bonded low-voltage network cabling contractor, specializing in the installation of state of the art, high-performance network solutions for AV, Voice, Data, Video, Wireless, Security, CATV, Outside Plant and Central Office communications. We work closely with you to develop network solutions. We consult, design, manage and install cabling systems that meet the specific needs of our clients, and we make sure those changes and additions are easy and economical to make.

TSI is signatory to the International Brotherhood of Electrical Workers (IBEW) Electrical, Communications and Material Handlers contracts (Local #1, St. Louis, MO)

Our professional services include Systems Design and Engineering Services, Project Management, Installation, Testing and Certification and Maintenance of the following:

- Inside/Outside Cable Plants
- Telco Central Office
- Voice/Data/Video
- Fiber Optic
- Wireless
- CATV/SMATV
- Security/CCTV
- Access Control
- Audio Visual
- Locating Services

TSI first opened its doors in 1987 as a small network cabling company specializing in LAN infrastructure and fiber optic installations. We maintain our headquarters here in the City of St, Charles and have grown to a $40+ million business annually.

TSI is also a Minority Business Enterprise (MBE) owned by the Miami Tribe of Oklahoma.
Please list five (5) customer references below

1. Name of Customer: City of St. Charles
   Address: 200 N. 2nd Street, St. Charles, MO 63301
   Contact Person: Nick Hisserich
   Phone #: (636) 255-6147
   Email: nick.hisserich@stcharlescitymo.gov

2. Name of Customer: City of St. Peters
   Address: 1 St Peters Centre Blvd, St Peters, MO 63376
   Contact Person: Dennis Hagedorn
   Phone #: (636) 477-6600
   Email: dhagedorn@stpetersmo.net

3. Name of Customer: Wentzville School District
   Address: 1 Campus Dr., Wentzville, MO 63365
   Contact Person: Greg Lawrence
   Phone #: (636) 322-3751
   Email: greglawrence@wsdr4.org

   Address: 4545 Central School Rd, St. Charles, MO 63304
   Contact Person: Kevin Powers
   Phone #: (636) 851-5364
   Email: kevin.powers@fhsdschools.org

5. Name of Customer: Six Flags
   Address: 4900 Six Flags Road, Eureka, MO 63025
   Contact Person: Dave Hasler
   Phone #: (636) 938-5300
   Email: dhasler@sftp.com

Proposal Response from (please complete)
Name of Company or Individual
THIS FORM MUST BE COMPLETED AND ENCLOSED WITH THE BID

Audit Clause for Contracts

Examination of Records

The Contractor's records must include, but not be limited to, accounting records (hard copy, as well as computer readable data), written policies and procedures, subcontractor files, indirect cost records, overhead allocation records, correspondence, instructions, drawings, receipts, vouchers, memoranda, and any other data relating to this contract shall be open to inspection and subject to audit and/or reproduction by the County Auditor, or a duly authorized representative from the County, at the County's expense. The contractor must preserve all such records for a period of three years, unless permission to destroy them is granted by the County, or for such longer period as may be required by law, after the final payment. Since the Contractor is not subject to the Missouri Sunshine Law (Chapter 610, RSMo), information regarding the Contractor's operations, obtained during audits, will be kept confidential.

The Contractor will require all subcontractors under this contract to comply with the provisions of this article by including the requirements listed above in written contracts with the subcontractors.

Vendor Information

Company Name: TSI GLOBAL COMPANIES, LLC

Business Address: 700 FOUNTAIN LAKES BLVD.

Business Hours: 7:00am – 5:00pm M-F

Phone: (636) 949-8889 Fax: (636) 425-1416

Email address: swilliams@tsi-global.com

Contact Person: Scott Williams

Authorized Signature: [Signature]

(Indicates acceptance of all bid terms and conditions)

Date: 2/19/2020

---

Proposal Response from (please complete)

Name of Company or Individual: ____________________________
AFFIDAVIT OF WORK AUTHORIZATION

The bidder/contractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now _______________ (Name of Business Entity Authorized Representative) as _______________ (Position/Title) first being duly sworn on my oath, affirm _______________ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the County for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that _______________ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided to the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Authorized Representative’s Signature

__________________________

Title

__________________________

E-Mail Address Subscribed and sworn to before me this _______________ of _______________ (DAY) (MONTH, YEAR) I am commissioned as a notary public within the County of _______________, State of _______________, and my commission expires on _______________.

__________________________

Signature of Notary

__________________________

Date

CATHLEEN D. MOORE
NOTARY PUBLIC - NOTARY SEAL
STATE OF MISSOURI
COMMISSIONED FOR ST. CHARLES COUNTY
MY COMMISSION EXPIRES SEP. 07, 2023
ID #15419587

---

20-041 Low Voltage and Communication Installation Services
Page 20 of 22

Proposal Response from (please complete)
ST. CHARLES COUNTY
DOMESTIC PRODUCTS PROCUREMENT ACT (BUY AMERICAN)

The Missouri Domestic Products Procurement Act (34.350-34.359 RSMo) requires that for all bids with a value of $25,000 or more, the goods or commodities purchased by any public agency (which definition includes all political subdivisions of the State, including counties) or used or supplied in the construction, alteration, repair, or maintenance of any public works must be manufactured or produced in the United States. As defined in 34.350 RSMo, United States means the United States of America, the District of Columbia, and all territories and possessions subject to the jurisdiction of the United States. The law also requires that the bidder must provide proof of compliance. Note: In general, if an import tariff is applied to an item, it does not qualify for the Buy American preference. In addition, Most Favored Nation status does not allow application of the preference.

Section A – All Products Are Manufactured or Produced In U.S.
If all products bid qualify as domestic products under Missouri law, complete only Section A.

I hereby certify that all products qualify as domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

SIGNATURE

COMPANY NAME

If Section A is completed, do not complete Section B.

Section B – Only One Product Line or No Products Are Manufactured or Produced In U.S.
If only one product line or no products are manufactured or produced in the U.S. complete only section B.

I hereby certify that there is only one product line or no product manufactured or produced in the U.S., that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

SIGNATURE

COMPANY NAME

Section C – Products May Qualify Because of Qualifying Treaty
If some or all products bid qualify for domestic status because of a trade treaty, etc., then the bidder must identify each product, country and qualifying treaty, etc. below. The bidder must list ALL products which are or may qualify as domestic below. If more space is needed, please copy this form and submit as an attachment.

<table>
<thead>
<tr>
<th>BID ITEM NUMBER(S)</th>
<th>COUNTRY WHERE MANUFACTURED OR PRODUCED</th>
<th>QUALIFYING TREATY, LAW, AGREEMENT, OR REGULATION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SECTION C

I hereby certify that the specific items listed above are domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

SIGNATURE

COMPANY NAME
CONTRACT AGREEMENT

This contract agreement is made by and between TSI Global Companies, LLC, located at 700 Fountain Lakes Blvd., St. Charles, MO 63301 (hereinafter referred to as “Contractor”) and St. Charles County, Missouri (hereinafter referred to as “County”). Now therefore, the Contractor and the County, for the consideration described herein, agree as follows:

ARTICLE 1. SCOPE OF SERVICES

The Contractor shall furnish, at its cost and expense, all tools, equipment, supplies, superintendence, transportation, and other accessories, services, and facilities; and provide and perform all necessary labor in a good, substantial, and workmanlike manner to complete the work as designated, described and required by the bid specifications contained in “IFB Low Voltage and Communication Installation Services” on file with St. Charles County, all in accordance with the general conditions, supplementary conditions, instructions to bidders, proposal, and other specified documents, all of which contract documents form the contract, and are as fully a part thereof as if repeated verbatim herein, all work to be done under the direct supervision, and to the entire satisfaction of the County.

ARTICLE 2. WHEN SERVICES PROVIDED

The Contractor shall furnish the services identified in the scope of services by location of the bid document on Monday through Saturday of each week. The Contractor shall furnish the other identified services upon request of the County.

ARTICLE 3. COST AND UNIT PRICES

The County shall pay the Contractor for all work done in accordance with the prices shown in the proposal within a reasonable time after receiving an invoice from Contractor for the completed work. Contractor shall submit invoices to the County no later than thirty (30) days after completion of the work. The cost listed under the Low Voltage and Communications Installation Service Fee Schedule with the Bid Form is an hourly cost, invoiced per project. All other costs are per event.

ARTICLE 4. THE CONTRACT DOCUMENTS

The Request for Bid (including the Terms and Conditions and Bid Specifications), and the Bid Form, together with this Agreement, including the attached “Audit Clause for Contracts” form the Contract.

ARTICLE 5. SUPERVISION

The Contractor shall supervise and direct the work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over means, methods, techniques, sequences and procedures and for coordinating all portions of the work under the contract, unless Contract Documents give other specific instructions concerning those matters.
ARTICLE 6. INDEMNITY

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the County, its agents and employees from and against claims, damages, losses and expenses, including but not limited to attorneys’ fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property other than the work itself, including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party or person described in this section. In claims against any person or entity indemnified under the above paragraph by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers’ or workmen’s compensation acts, disability benefit acts or other employee benefit acts.

ARTICLE 7. RENEWAL

The County, with the consent of the vendor, shall have the option to renew said contract for two (2) additional twelve (12) month periods at the same specifications and terms and conditions of any contract that may be derived from this request for proposal.

ARTICLE 8. TERMINATION

St. Charles County reserves the right to terminate the agreement for breach of any term or condition of the agreement by giving (30) thirty days written notice of termination.

IN WITNESS WHEREOF the parties have entered into this Agreement on the date last written below.

Executed by the County this ______ day of ________________, 2020.

Executed by Contractor this ______ day of ________________, 2020.

TSI GLOBAL COMPANIES, LLC
700 FOUNTAIN LAKES BLVD.
ST. CHARLES, MO 63301

ST. CHARLES COUNTY, MISSOURI
201 N. SECOND STREET, ROOM 529
ST. CHARLES MO 63301

By: ____________________________  By: ____________________________
Project: Low Voltage and Communication Installation Services
Sealed Bid # 20-041
St. Charles County, Missouri

Steve Ehlmann
County Executive

ATTEST:

Secretary

ATTEST:

County Registrar
**AUDIT CLAUSE FOR CONTRACTS**

**Examination of Records:**

The Contractor’s records which shall include, but not be limited to, accounting records (hard copy, as well as computer readable data), written policies and procedures, subcontractor files, indirect cost records, overhead allocation records, correspondence, instructions, drawings, receipts, vouchers, memoranda, and any other data relating to this contract shall be open to inspection and subject to audit and/or reproduction by the County Auditor, or a duly authorized representative from the County, at the County’s expense. The Contractor shall preserve all such records for a period of three years, unless permission to destroy them is granted by the County, or for such longer period as may be required by law, after the final payment. Since the Contractor is not subject to the Missouri Sunshine Law (Chapter 610, RSMo), information regarding the Contractor’s operations obtained during audits will be kept confidential.

The Contractor shall require all subcontractors under this contract to comply with the provisions of this article by including the requirements listed above in written contracts with the subcontractors.

**CERTIFICATE OF DIRECTOR OF FINANCE**

I certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this order is chargeable, and a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet this obligation.

[Signature]

Robert Schnur, Director of Finance
LEGAL NOTICE

INVITATION FOR BID

IFB 20-041

For

Low Voltage and Communication Installation Services

For

ST. CHARLES COUNTY GOVERNMENT
ST. CHARLES, MISSOURI

St. Charles County is seeking bids for **Low Voltage and Communication Installation Services**. The county with the consent of the vendor shall have the option for two (2) one-year extensions under the same terms and conditions. The county reserves the right to terminate the contract for any violation, by the successful bidder, of any term or condition of the contract by giving thirty (30) days written notice stating the reasons therefore and giving the party time to remedy any deficiencies.
BID INSTRUCTIONS

One [1] signed original and one [1] signed copy of the bid must be received in a sealed envelope plainly marked “IFB 20-041 Low Voltage and Communication Installation Services” with the date and time of the bid opening in the lower left corner of the envelope.

An authorized representative of the company/person submitting the bid must sign the bid, in blue ink.

Bids must be submitted to the St. Charles County Finance Department, 201 North Second Street Room 541 St. Charles MO 63301 prior to the bid opening.

Bid opening will be on 2/19/2020 at 11:00 am, in Room 534 of the St. Charles County Administration Building, 201 North Second Street, St. Charles, MO 63301.

St. Charles County reserves the right to accept and/or reject any and all bids.

Bid results may be obtained by going to our St Charles County Government website @ http://www.sccmo.org/Bids.aspx click on “show Closed/Awarded/Cancelled bids”, select bid and click on “related documents”. No phone calls please. The time it takes for final bid results to be made public depends on the complexity of the project and the cost of the project.

BID INQUIRIES

Any questions or clarifications concerning this Request for Bid must be submitted in writing via E-mail (preferred), mail or fax to:

Pam Luesse
St. Charles County Government
Finance Department
201 North Second Street
St. Charles, Missouri 63301
Fax: (636)949-7589
pluesse@sccmo.org

Technical inquiries concerning the specifications should be made to:

Mike Eilers, Project Manager
Facilities Management Department
St. Charles County Government
300 North Second St. Room 101
St. Charles, Missouri 63301
Phone (636) 949-7900 Ext 4055
meilers@sccmo.org

• The bid number and title shall be referenced on all correspondence.

• All questions must be received no later than 3:00 PM 2/13/2020. Any question received after this deadline may not be answered.

Response to questions/clarifications will be placed on the County’s website http://www.sccmo.org/Bids.aspx. Check this website frequently for updates and any addendum that are issued.
Prohibited Communication

Contact with any representative, other than through the procedure outlined in the section titled “Bid Inquiries”, concerning this request is prohibited PRIOR TO BID OPENING. Representative shall include, but not be limited to, all elected and appointed officials, and employees of St. Charles County and the Agencies within St. Charles County. Any Offeror engaging in such prohibited communications prior to Bid [or Proposal] Opening may be disqualified at the sole discretion of St. Charles County.
TERMS AND CONDITIONS

➢ St. Charles County reserves the right to reject any and all bids or parts of a bid and waive technicalities, and to adjust quantities.

➢ All bids will be considered final. No additions, deletions, corrections, or adjustments will be accepted after the time of bid opening.

➢ All delivery costs or charges must be included in the F.O.B. destination bid price.

➢ City, County and State of Missouri Sales Tax and Federal Taxes are not applicable to sales made to St. Charles County and must be excluded.

➢ Vendor must comply with all Federal and State Employment / Labor regulations including those from the U.S. “Occupational Safety and Health Administration”.

➢ The contract shall be effective for the approximate twelve (12) month period from the date of the notice of award.

➢ The County, with the consent of the vendor, shall have the option to renew said contract for two (2) additional twelve (12) month periods at the same specifications and terms and conditions of any contract that may be derived from this request for proposal.

➢ The electronic version of this bid is available upon request. The document was entered into WORD for Microsoft Windows. The Purchasing Office does not guarantee the completeness and accuracy of any information provided on the electronic version. Therefore, respondents are cautioned that the hard copy of this bid on file in the Purchasing Office governs in the event of a discrepancy between the information contained in or on the electronic version and that which is on the hard copy.

➢ Vendors are required to clearly identify any deviations from the specifications in this document.

➢ An authorized officer of the company submitting the bid must sign all bids, in blue ink.

➢ Vendors must submit two [2] signed copies of their bid; one is to be an original and so marked.

➢ All prices and notations must be in blue ink or typewritten on the attached form. Mistakes must be crossed out, corrections typed adjacent and must be initialed in blue ink by the person signing the bid.

➢ St. Charles County will not award any bid to an individual or business having any outstanding amounts due from a prior Contract or business relationship with the County or who owes any amount(s) for delinquent Federal, State or Local taxes, fees and licenses.

➢ Sealed bids received after the designated time of the receipt of the sealed bids will be considered as “No Bid” and “Void” and will not be opened.
➢ The successful bidder is specifically denied the right of using in any form or medium the names of St. Charles County or any other public agency within St. Charles County Government for public advertising unless express written permission is granted.

➢ All bidders must possess the necessary and appropriate business and/or professional licenses in their field.

➢ Award will be made to the low responsive, responsible bidder, or to the offeror whose proposal is most advantageous to the County, price and other factors considered including geographic location. When payments are to be made to the County, award will be made to the most advantageous offer.

➢ County reserves the right to accept any item or group of items offered, unless the bidder qualifies his bid by specific limitations. The bid can be on an "all or none" basis if wording in the bid so states and if all items solicited are included in the bid.

➢ When applicable, provide unit prices and extension prices. Where there is disagreement in the unit and extension prices, the unit price shall govern.

➢ MISSOURI PREVAILING HOURLY WAGE RATES

The proposal for this Contract shall be based upon the required payment by the Bidder for wages for each craft or type of workmen required to execute the Contract as determined by the Department of Labor and Industrial Relations of Missouri, pursuant to Sections 290.210 to 290.340, RSMo. For those projects with a total cost of more than $75,000.00, a schedule of such prevailing hourly rate of wages as determined by the Department of Labor and Industrial Relations of Missouri, pursuant to said statutory provisions and made a part of this Contract, Annual Wage Order #26, as of June 26, 2019.

Effective August 28, 2018, the provisions of sections 290.210 to 290.340 shall not apply to the construction of public works for which either the engineer’s estimate of the bid accepted by the City for the total project is in the amount of $75,000.00 or less. For any awarded bid in the amount of $75,000.00 or less that becomes subject to a contract amendment that increases the total project cost in excess of $75,000.00, the provisions of 290.210 to 290.340 shall apply only to that portion of the project that is in excess of $75,000.00.

➢ INSURANCE:

The successful bidder must agree to provide and maintain during the life of the Contract the insurance(s) listed below, in the minimum amounts specified, with an insurance company licensed to do business in the State of Missouri. All policies must name the County as an additional insured and provide for thirty (30) days written notice prior to any material changes or cancellation. Successful bidder will be awarded contract once a Certificate of Insurance is provided.

Workers Compensation: Statutory limits as required by the statutes of the State of Missouri and Employer’s Liability with limits no less than $500,000.
Comprehensive General Liability (including automobile): Limits of no less than $1,000,000/3,000,000/1,000,000 per occurrence or $3,000,000 CSL.

Professional Liability: A minimum of $1,000,000 per claim, $3,000,000 aggregate for the rendering or failure to render appropriate emergency health care services by licensed physicians, nurses, paramedics, emergency medical technicians and ambulance personnel. If written on a claims-made basis, a mutually agreed upon extended reporting period will be negotiated.

RELIANCE

➢ Seller acknowledges that it is, and that buyer relies upon seller as an expert, fully competent in all phases involved in producing, testing and developing, installing, modifying, altering, reconditioning, stocking, servicing and integrating the equipment and/or systems furnished hereunder, and in training of buyer personnel.

➢ In this context, seller agrees that it will not deny any responsibility or obligation to buyer on the ground that any such phase was originated or accomplished by buyer. Seller shall be responsible for the equipment and/or systems furnished hereunder as though said phases as set forth above were originated and accomplished by it.

➢ More specifically, and without limiting the above, buyer in originating, furnishing or approving any specification, drawing, plan, change, schedule or other document or part thereof, or any test report, or in accepting any systems, neither accepts responsibility for, nor relieves seller from the performance of all terms and conditions of the Invitation for Bid, and any contract that may be awarded. Any such acts by buyer shall not modify, impair or abrogate any rights of buyer under this Invitation for Bid and any subsequent contract.

Indicate acceptance of all Bid Instructions
   Terms and Conditions

EMPLOYMENT OF UNAUTHORIZED ALIENS PROHIBITED (Missouri Revised Statutes Section 285.530)

As a condition for the award of any contract or grant in excess of five thousand dollars by St. Charles County to a business entity, the business entity shall, by sworn affidavit and provision of documentation**, affirm its enrollment and participation in a federal work authorization program (E-Verify) with respect to the employees working in connection with the contracted services. Every such business entity shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. [RSMO 285.530 (2)]

An employer may enroll and participate in a federal work authorization program (E-Verify) and shall verify the employment eligibility of every employee in the employer’s hire whose employment commences after the employer enrolls in a federal work authorization program. The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in

Proposal Response from (please complete)

______________________________
Name of Company or Individual
such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section. [RSMO 285.530 (4)]

Any entity contracting with St. Charles County shall only be required to provide the referenced affidavit on an annual basis. A copy of the affidavit is included in this bid request. Vendors may choose to send the required documentation using one of the following options:

- Send the notarized affidavit and E-Verify MOU signature page to: St. Charles County, Attn: Purchasing Manager, 201 N Second Street, Room 541, St. Charles, MO 63301 prior to responding to any solicitations; OR
- Send the notarized affidavit and E-Verify MOU signature page along with a bid solicitation response.

These documents will be kept on file. The notarized affidavit and E-Verify MOU signature page will remain current for **one year** from the date of the notarized affidavit.

*** PLEASE NOTE: ***

**Acceptable enrollment and participation documentation consists of a valid copy of the signature page of the E-Verify Memorandum of Understanding, completed and signed by the Contractor, and the Department of Homeland Security - Verification Division.**

The online address to enroll in the E-verify program is:

OPEN RECORDS

Any and all information contained in or submitted with the bid becomes a public record subject to the Missouri Sunshine Law when the bids are opened. If the bidder believes that any information contained in or submitted with the bid is protected from disclosure by the Missouri Sunshine Law, the bidder must clearly identify what information the bidder believes is so protected and must also clearly identify the legal basis therefor.

VETERAN FRIENDLY EMPLOYMENT POLICY

"Indicate whether you have developed a veteran friendly employment policy and, if so, attach a copy of such policy to your response as a point of information."

_____ "YES" our company has a veteran friendly employment policy.

_____ "NO" our company does not have a veteran friendly employment policy.

Please include a copy of your veteran friendly employment policy with your submission.
LOW VOLTAGE AND COMMUNICATION INSTALLATION SERVICES

St. Charles County Government is seeking bids for the install of various types of low voltage and communications systems for the Facilities Management and Information Systems Departments of St. Charles County Government on an as-needed basis. There is no guarantee on the amount of work awarded under this contract. Establishment of this contract allows the Facilities Management and Information Systems Department to be better prepared to meet the low voltage needs of the County in a timely fashion. This Bid is for labor, lift costs, Cat 6, and Cat 6a cable. The Vendor must itemize labor rates and Cat 6, and Cat 6a material mark-up rates such that install of the various low voltage and communications systems can be performed on a time and material cost basis when authorized by the County. Installation of cable may be required at any St. Charles County Government facility located in St. Charles County. Requested bid price is for both journeyman and apprentice hourly rates. This contract may be extended for two additional 1-year terms beyond the first year if both parties are agreeable.

GENERAL CONDITIONS

➢ The Contractor must directly employ all personnel that are utilized by the Contractor to install low voltage and communication systems. With advance notice and under special circumstances, the Contractor will be allowed to apply for a variance to this self-performance requirement.
➢ The Contractor must warrant all low voltage and communication installs performed by the Contractor for a minimum period of 12 months. The Contractor’s workmanship and material warranty must be provided in addition to any applicable manufacturers’ warranties.
➢ The Contractor must possess all proper current state and local licenses to perform low voltage and communications work.
➢ The Contractor shall provide current aerial lift certifications for operator when an aerial lift is needed to perform work.
➢ The County reserves the right to utilize various Contractors to install low voltage and communications systems required to serve the best interest of the County. For example, a Contractor that is an authorized installer for Motorola radio equipment.
➢ The Contractor must perform certification testing on all data cables and issue a printed report to the project manager. The contractor shall own a certification tester that is accurately calibrated.
➢ The Contractor shall supply all labor and material as required for the execution of the contract.
➢ Standard County hours of operation are 8:00 a.m. until 5:00 p.m. Monday through Friday except holidays.
➢ The Contractor shall be able to install cabling office spaces, furniture, communications rooms and an operational data center.
➢ The bidder agrees to have employees perform a fingerprint background check performed by the Police Department.
➢ The County buildings currently have cable tray and J hooks throughout the building. Addition of cable tray and/or J hooks may be required to properly support cable runs.
SCOPE OF WORK

➢ The following will be on an as-needed basis. There is no guarantee for quantity of work.

- Provide, install, terminate, and certify Category 6 or 6a in various buildings throughout the County
- Provide, install, terminate, and certify fiber optic cable
- Provide, install, and terminate cable for CCTV. County to provide cameras, Contractor to install
- Contractor shall be able to terminate cables on IDC 66 and 110 blocks
- Install County provided HDMI cables and TV monitors. Contractor to provide Legrand Wiremold EFSB4 box for all new TV installs
- Wire and install access control systems
- Installation of audio video cabling and components.

➢ Vendor will be contacted per job, given a scope of work and asked to provide an estimate.
➢ Installation of cable may be required at any of the St Charles County Government facilities located throughout St. Charles County and is expected vendor will provide their own transportation.

- See attached Appendix A for a list of County service locations.
- The County reserves the right to add additional buildings in which quoted costs would apply to.
- Installation of all cabling must comply with all local codes and standards and be properly supported throughout run. Some cable tray and J hooks are already in place, additional ones may need to be added by Contractor.
- The Contractor shall be responsible for providing their own tools, equipment, and ladders. County ladders and equipment are not to be used by outside vendors.
- The Contractor shall be responsible for properly sleeving and sealing all fire wall penetrations. This also includes and penetrations between floors. Local codes will apply to all cable runs.
- The bidder must follow the data cabling specifications set forth by the County
- See attached Appendix B for part manufacturer and part numbers.
- All wire runs shall be labeled with a printed wire wrap type of label, no sharpie labeling. Label of wiring shall comply with current ANSI/TIA-606-B standards.
- All wall plates shall be labeled with corresponding end using a printed label, no sharpie labeling. Label of wall plate shall comply with current ANSI/TIA-606-B standards. Wire run and wall plate shall both be labeled. Contractor shall be responsible for providing their own labeler. Labels shall be ½” in height with a legible printed font. Hand written labels are not acceptable.
- The County will inspect all work prior to acceptance and payment.
- The Contractor shall be solely responsible for discarding of trash and debris associated with any work performed. All trash shall be removed from site by contractor.
- The County may elect to provide certain part and equipment for a project. This may include TV wall mounts and HDMI cables. Contractor will be informed if County is providing parts at time of estimate request.
- Documentation of certification report shall be provided prior to payment. Cable certification shall conform to ANSI/TIA/EIA-568-B.1 standard. Certification report shall show all cables passing. Certification report shall include the following:
  - Date and time
  - tester model
  - cable ID
  - cable type
- cable length
- wire map
- Propagation Delay
- Delay Skew
- Insertion loss (IL)
- Return Loss (RL)
- Near-End Crosstalk (NEXT)
- Power Sum NEXT (PSNEXT)
- Equal-Level Far-End Crosstalk (ELFEXT)
- Power Sum ELFEXT (PLELFEXT)
- Attenuation-to-Crosstalk (ACR)
- Power sum ACR (PSACR)
- DC Loop Resistance

➢ The Contractor shall have experience in IP and Analog surveillance cameras. This can include but not be limited to new installs, relocations, and troubleshooting.
➢ The Contractor shall have experience in access controls. This includes but is not limited to badge readers, door holders and strikes, and access control panels.
➢ The Contractor shall have response for service and be on-site within 4 hours for non-critical equipment, and 1 hour for critical equipment from when call is first received.
➢ The Contractor shall experience working in an active data center.
➢ The Contractor shall offer emergency service. The need for this is small, but certain circumstances may permit after hour calls for critical equipment.
BID FORM

IFB 20-041

LOW VOLTAGE AND COMMUNICATIONS INSTALLATION SERVICE FEE SCHEDULE

(Bidder name)

Submits the following bid for this project:

<table>
<thead>
<tr>
<th></th>
<th>First Year Hourly Cost</th>
<th>Second Year Renewal</th>
<th>Third Year Renewal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journeyman</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Apprentice</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Life Rate</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Markup %</td>
<td>%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td>If renting a lift what is the markup over rental?</td>
<td>%</td>
<td>%</td>
<td>%</td>
</tr>
</tbody>
</table>

Please provide an example of the team that would be sent for the following scenarios:

The County will be installing Cat 6 cable from a patch panel in a network closet to a wall jack 200’ away. The cable will run in the ceiling using J hooks that will need to be installed.

________________________________________________________________________

________________________________________________________________________

This is an emergency service call in a critical facility. The County has a Cat 6a cable that is run to a 911 dispatch console from the data center. This cable is no longer showing continuity when tested.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Authorized Signature

Date
## Appendix A

### COUNTY SERVICE LOCATIONS

<table>
<thead>
<tr>
<th>Facility</th>
<th>Department</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>Many</td>
<td>201 N 2\textsuperscript{nd} St, St Charles, MO 63301</td>
</tr>
<tr>
<td>Airport</td>
<td>Airport</td>
<td>6390 Grafton Ferry Rd, Portage des Sioux, MO 63373</td>
</tr>
<tr>
<td>Arena</td>
<td>Family Arena</td>
<td>2002 Arena Pkwy, St. Charles, MO 63303</td>
</tr>
<tr>
<td>Broemmelsiek Park</td>
<td>Parks</td>
<td>1615 Schwede Rd, Wentzville, MO 63385</td>
</tr>
<tr>
<td>Corrections</td>
<td>Corrections</td>
<td>301 N 2\textsuperscript{nd} St, St. Charles, MO 63301</td>
</tr>
<tr>
<td>Courthouse</td>
<td>Many</td>
<td>300 N 2nd St, St. Charles, MO 63301</td>
</tr>
<tr>
<td>Central Highway Shed</td>
<td>Highway</td>
<td>2480 St. Peters Howell Rd, St. Peters, MO 63376</td>
</tr>
<tr>
<td>Dispatch</td>
<td>Emergency Communications</td>
<td>1605 Wentzville Pkwy, Wentzville, MO 63386</td>
</tr>
<tr>
<td>Eastern Highway Shed</td>
<td>Highway</td>
<td>2550 Bethman Rd, St. Charles, MO 63301</td>
</tr>
<tr>
<td>Emergency Operations Center</td>
<td>Emergency Communications</td>
<td>1400 TR Hughes Blvd, O'Fallon, MO 63366</td>
</tr>
<tr>
<td>Executive</td>
<td>Executive</td>
<td>100 N 3\textsuperscript{rd} St, St Charles, MO 63301</td>
</tr>
<tr>
<td>Firing Range</td>
<td>Police</td>
<td>1835 Hwy 94 South, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Heritage Museum</td>
<td>Parks</td>
<td>1630 Heritage Landing, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Highway Office</td>
<td>Highway</td>
<td>301 N 3\textsuperscript{rd} St, St Charles, MO 63301</td>
</tr>
<tr>
<td>Humane</td>
<td>Public Health</td>
<td>4850 Mid Rivers Mall Dr, St. Peters, MO 63376</td>
</tr>
<tr>
<td>Indian Camp Creek Park</td>
<td>Parks</td>
<td>2679 Dietrich Rd, Foristell, MO 63344</td>
</tr>
<tr>
<td>Juvenile</td>
<td>Juvenile Justice</td>
<td>1700 S River Rd, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Klondike Park</td>
<td>Parks</td>
<td>4600 Hwy 94 South, Augusta, MO 63332</td>
</tr>
<tr>
<td>Veterans Tribute Park</td>
<td>Parks</td>
<td>1166 Pitman Hill Rd., Weldon Spring, MO 63304</td>
</tr>
<tr>
<td>Name of Company or Individual</td>
<td>Description</td>
<td>Address</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------------</td>
<td>---------</td>
</tr>
<tr>
<td>Police Department</td>
<td>Police</td>
<td>101 Sheriff Dierker Ct, O'Fallon, MO 63366</td>
</tr>
<tr>
<td>Public Health</td>
<td>Public Health</td>
<td>1650 Boone's Lick Rd, St. Charles, MO 63301</td>
</tr>
<tr>
<td>Quail Ridge Park</td>
<td>Parks</td>
<td>5501 Quail Ridge Pkwy, Wentzville, MO 63385</td>
</tr>
<tr>
<td>Recycle Central</td>
<td>Public Health</td>
<td>60 Triad South Dr, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Recycle West / Western Highway Shed</td>
<td>Highway, Public Health</td>
<td>2110 E. Pitman Ave, Wentzville, MO 63385</td>
</tr>
<tr>
<td>Sign Shed</td>
<td>Highway</td>
<td>3688 Greens Bottom Rd, St. Charles, MO 63304</td>
</tr>
<tr>
<td>Southern Highway Shed</td>
<td>Highway</td>
<td>176 Sprock Rd, Wentzville, MO 63385</td>
</tr>
<tr>
<td>Elections/Municipal Court</td>
<td>Elections, Municipal Court</td>
<td>397 Turner Blvd, St. Peters, MO 63377</td>
</tr>
<tr>
<td>Missouri Job Center</td>
<td>Workforce Development</td>
<td>212 Turner Blvd, St. Peters, MO 63376</td>
</tr>
<tr>
<td>Youth Activity Park</td>
<td>Parks</td>
<td>7801 Hwy N, Dardenne Prairie, MO 63368</td>
</tr>
</tbody>
</table>
## APPENDIX B

### COUNTY DATA CABLE AND TERMINATION STANDARDS

<table>
<thead>
<tr>
<th>Component</th>
<th>Manufacturer</th>
<th>Part Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000’ Category 6 Plenum Cable</td>
<td>General Cable</td>
<td>General Cable 7131800</td>
</tr>
<tr>
<td></td>
<td>Belden</td>
<td>Belden 3613D15U1000</td>
</tr>
<tr>
<td></td>
<td>Mohawk</td>
<td>Mohawk M58281</td>
</tr>
<tr>
<td></td>
<td>Panduit</td>
<td>Panduit PUP6C04BU-U</td>
</tr>
<tr>
<td>1000’ Category 6a Plenum Cable</td>
<td>General Cable</td>
<td>General Cable 7131819</td>
</tr>
<tr>
<td></td>
<td>Belden</td>
<td>Belden 10GXS13D15A1000</td>
</tr>
<tr>
<td></td>
<td>Mohawk</td>
<td>Mohawk M58801</td>
</tr>
<tr>
<td></td>
<td>Panduit</td>
<td>Panduit PUP6XC04BU-UG</td>
</tr>
<tr>
<td>Category 6 RJ-45 insert</td>
<td>Panduit</td>
<td>CJ688TPBU</td>
</tr>
<tr>
<td>Category 6a RJ-45 Insert</td>
<td>Panduit</td>
<td>CJ6X88TGBU</td>
</tr>
<tr>
<td>White 2 port wall plate</td>
<td>Panduit</td>
<td>CFP2EI</td>
</tr>
<tr>
<td>White 4 port wall plate</td>
<td>Panduit</td>
<td>CFP4EI</td>
</tr>
<tr>
<td>White 2 port floor jack</td>
<td>Panduit</td>
<td>CBXQ2IW-A</td>
</tr>
<tr>
<td>24 port patch panel</td>
<td>Panduit</td>
<td>CP24BLY</td>
</tr>
<tr>
<td>24 port angled patch panel</td>
<td>Panduit</td>
<td>CPPA24FMWBLY</td>
</tr>
<tr>
<td>48 port angled patch panel</td>
<td>Panduit</td>
<td>CPPA48FMWBLY</td>
</tr>
</tbody>
</table>
Exception Sheet

If the item(s) and/or services proposed in the response to this bid is in any way different from that contained in this proposal or bid, the bidder is responsible to clearly identify all such differences in the space provided below. Otherwise, it will be assumed that the bidder’s offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions or differences to the stated specifications (attach additional sheets as needed):

Date: ____________
Signature: ____________________________
Title: ________________________________
Company: ____________________________
Please provide a summary of your qualifications and experience.
Please list five (5) customer references below

1. Name of Customer ____________________________________________________________
   Address ________________________________________________________________
   Contact Person ______________________ Phone # ________________________
   Email ________________________________________________________________

2. Name of Customer _________________________________________________________
   Address ________________________________________________________________
   Contact Person ______________________ Phone # ________________________
   Email ________________________________________________________________

3. Name of Customer _________________________________________________________
   Address ________________________________________________________________
   Contact Person ______________________ Phone # ________________________
   Email ________________________________________________________________

4. Name of Customer _________________________________________________________
   Address ________________________________________________________________
   Contact Person ______________________ Phone # ________________________
   Email ________________________________________________________________

5. Name of Customer _________________________________________________________
   Address ________________________________________________________________
   Contact Person ______________________ Phone # ________________________
   Email ________________________________________________________________
Audit Clause for Contracts

Examination of Records

The Contractor's records must include, but not be limited to, accounting records (hard copy, as well as computer readable data), written policies and procedures, subcontractor files, indirect cost records, overhead allocation records, correspondence, instructions, drawings, receipts, vouchers, memoranda, and any other data relating to this contract shall be open to inspection and subject to audit and/or reproduction by the County Auditor, or a duly authorized representative from the County, at the County's expense. The contractor must preserve all such records for a period of three years, unless permission to destroy them is granted by the County, or for such longer period as may be required by law, after the final payment. Since the Contractor is not subject to the Missouri Sunshine Law (Chapter 610, RSMo), information regarding the Contractor's operations, obtained during audits, will be kept confidential.

The Contractor will require all subcontractors under this contract to comply with the provisions of this article by including the requirements listed above in written contracts with the subcontractors.

Vendor Information

Company Name: _____________________________________________

Business Address: _____________________________________________

Business Hours: _____________________________________________

Phone: __________________________ Fax: ___________________________

Email address: _____________________________________________

Contact Person: _____________________________________________

Authorized Signature: _____________________________________________

(Date: __________________________ (Indicates acceptance of all bid terms and conditions)

Date: __________________________
AFFIDAVIT OF WORK AUTHORIZATION

The bidder/contractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now __________________________ (Name of Business Entity Authorized Representative) as __________________________ (Position/Title) first being duly sworn on my oath, affirm __________________________ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the County for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that __________________________ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided to the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Authorized Representative’s Signature

Printed Name

Title

Date

E-Mail Address

Subscribed and sworn to before me this ___________ of ___________. I am (DAY) (MONTH, YEAR)

commissioned as a notary public within the County of ________________________, State of (NAME OF COUNTY)

__________________________________, and my commission expires on ________________.

(NAME OF STATE) (DATE)

Signature of Notary

Date
American Made:

In accordance with the Domestic Product Procurement Act (hereinafter referred to as the Buy American Act) RSMo 34.350-34.359, the bidder is advised that any goods purchased or leased by any public agency where the purchase, lease or contract involves the expenditure of twenty-five thousand dollars ($25,000) or more, shall be manufactured or produced in the United States. Section 34.350.2(1) of that Act specifies that the term “public agency” includes all political subdivisions of the State of Missouri, which definition includes counties.

The requirements of the Buy American Act shall not apply if other exceptions to the Buy American mandate in RSMo 34.353 are met.

If the bidder claims there is only one line of the good manufactured or produced in the United States, RSMo 34.353 (2), or that one of the exceptions of RSMo 34.353 (3) applies, the Department Head or Elected Official bears the burden of certification as required prior to the award of a contract.

In accordance with the Buy American Act, the bidder must provide proof of compliance with RSMo 34.353. Therefore the bidder should complete and return Exhibit A, certification regarding proof of compliance, with the bid. This document must be satisfactorily completed prior to an award of a contract.
EXHIBIT A

ST. CHARLES COUNTY
DOMESTIC PRODUCTS PROCUREMENT ACT (BUY AMERICAN)

The Missouri Domestic Products Procurement Act (34.350-34.359 RSMo) requires that for all bids with a value of $25,000 or more, the goods or commodities purchased by any public agency (which definition includes all political subdivisions of the State, including counties) or used or supplied in the construction, alteration, repair, or maintenance of any public works must be manufactured or produced in the United States. As defined in 34.350 RSMo, United States means the United States of America, the District of Columbia, and all territories and possessions subject to the jurisdiction of the United States. The law also requires that the bidder must provide proof of compliance. **Note:** In general, if an import tariff is applied to an item, it does not qualify for the Buy American preference. In addition, Most Favored Nation status does not allow application of the preference.

Section A – All Products Are Manufactured or Produced In U.S.
If all products bid qualify as domestic products under Missouri law, complete only Section A.

I hereby certify that all products qualify as domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

<table>
<thead>
<tr>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPANY NAME</td>
</tr>
</tbody>
</table>

If Section A is completed, do not complete Section B.

Section B – Only One Product Line or No Products Are Manufactured or Produced In U.S.
If only one product line or no products are manufactured or produced in the U.S. complete only section B.

I hereby certify that there is only one product line or no product manufactured or produced in the U.S., that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

<table>
<thead>
<tr>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPANY NAME</td>
</tr>
</tbody>
</table>

Section C – Products May Qualify Because of Qualifying Treaty
If some or all products bid qualify for domestic status because of a trade treaty, etc., then the bidder must identify each product, country and qualifying treaty, etc. below. The bidder must list ALL products which are or may qualify as domestic below. If more space is needed, please copy this form and submit as an attachment.

<table>
<thead>
<tr>
<th>BID ITEM NUMBER(S)</th>
<th>COUNTRY WHERE MANUFACTURED OR PRODUCED</th>
<th>QUALIFYING TREATY, LAW, AGREEMENT, OR REGULATION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SECTION C**

I hereby certify that the specific items listed above are domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

<table>
<thead>
<tr>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPANY NAME</td>
</tr>
</tbody>
</table>